NC DIVISION MH/DD/SAS
Safe & Drug Free Schools & Community Program
2006/2007

LME:	Date:	
Contract Provider:		
Rating Codes: 0 = No 1 = Yes 9 = NA		**Rating**
1. There is evidence that the program Provider involved parents and community members in the development, design and implementation of the program.		
2. There is evidence that the program Provider has a system to periodically evaluate the program to assess its progress toward achieving its performance measures and strategies that was completed within the fiscal year.		
3. There is evidence that the program Provider has an evidence based program based on risk factors identified in the community.		
4. There is evidence that the program Provider is using an approved program for delivery of services.		
5. There is evidence that the program Provider has had on-going collaboration with other community agencies regarding performance measures.		
6. There is evidence that the program Provider has developed a program based upon community assessment of needs.		
COMMENTS:		
MONITOR:		

MONITORING INSTRUCTIONS

Note: There are 14 Providers in 13 LME's to be reviewed. Refer to Audit Site information.
Question #1   A School and or a Community based program shall clearly involve parents and community members in the development, design and implementation of effective prevention programs related to drug, alcohol and violence.
- Evidence may include meeting minutes, program notes, attendance sheets, etc. during the fiscal year.

Question #2   A School or Community based program shall evaluate its programs periodically to assess its progress toward achieving its performance measures and strategies, and use its evaluation and research to refine, improve and strengthen its program and to refine its performance measures as appropriate.
- Evidence may include an assessment tool, policy/procedure, program notes, etc. Because this review covers a fiscal year, there should be at least one evaluation completed. If no evaluation is found, rate this question 0/No.

Question #3   A School or Community based program shall base its prevention programs on a comprehensive approach on Risk and Protective factors as an integral part of the Prevention initiatives.
- Within the providers grant application (may also see in semi-annual reports), certain risk factors should be identified (i.e. doing poorly in school).
- The monitor will look to see if the program addresses these risk factors by comparing the grant with the program description.

Question #4   A School or Community based program shall design and implement its program for youth based on Scientific research or evaluation that provides evidence that the programs used prevent or reduce drug use, violence, or disruptive behavior among youth.
- The program initially approved for the agency should be noted on the grant application. If the agency continues to use this program, then they are using an approved program.
- If the agency has changed programs, they must offer documentation that this is an approved program. As an example, an approved program may be one that is noted in SAMHSA, OJJDP or DOE documentation.

Question #5   School based and Community based programs shall consult with appropriate constituent groups and establish a set of performance measures in the design of its strategies to meet those performance measures.
- Within the grant and application, it is required that there be some continuous collaboration with other agencies (i.e. schools, Social Services, etc) regarding program performance.
- The monitor will look for evidence of this in meeting minutes, MOA's and other documents.
- There should be evidence of at least one meeting during the fiscal year.

Question #6   Agencies shall base its program on a thorough Assessment of objective data about the prevalence of drug and violence problems in the schools and communities served. Each SDFSC School or Community based program shall conduct a thorough assessment of the nature and extent of the youth drug and violence problem.
- Monitor will review the assessment and compare the findings with the program description.